

# LIBRARY TRUSTEES' MEETING

May 20, 2019

## PRESENT

Kathleen Norton, Martin Isaks, Cindy Jury and Alison Baker present. Kathleen Norton called the meeting to order at 5:34 PM.

## MINUTES

On a motion by Martin Isaks, seconded by Kate Norton, the Trustees voted 2-0-1 in favor of accepting the minutes for April 30, 2019. Cindy Jury abstained because she had not attended the meeting.

## TREASURER'S REPORT

Ms. Baker reported the current balances of the Trustees' accounts as follows:

Checking Account (Salem Coop Bank)	\$ 50,423.91
Certificate of Deposit (Salem Coop Bank)	\$ 10,944.84
Subtotal	\$61,368.89
Brock Trust Fund Interest Acct (Salem Coop)	\$ 8,590.10
Marois Bequest Account (Salem Coop Bank)	\$ 274.09
Subtotal	\$ 8,864.19
<b>Total Trustee Funds</b>	<b>\$70,233.08</b>

## *Bills for Consideration*

NH Library Trustees Association Dues	\$150.00
<b>Total Bills</b>	<b>\$150.00</b>

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the Treasurer's Report and pay the bill as presented.

The Trustees looked over the expenditure reports for April. Ms. Baker reported back re the unusually high total in Vehicle Expenditure, explaining that was the cost of the fuel for the generator used during the electrical outage.

## OLD BUSINESS

*The first order of Old Business was Proposed Trustee Fund Expenditure, 2019*

The Trustees reviewed the proposed expenditures for blinds, children room shelving, and new periodical shelving for a total of \$6,560.07. On a motion by Martin Isaks, seconded by Cindy Jury, the Trustees voted unanimously to approve the proposed fund expenditure as presented.

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## *The Second order of Old Business was Succession Planning, Director*

The Trustees had a brief discussion about how the Director's position opening would be posted, who would be part of the in person interviews. The goal was to balance the participation of the search committee members and the authority of the Trustees.

## *The Third order of Old Business was Threat Procedure and Update*

Ms. Baker reported that the individual who had made threatening remarks late in 2018 had been identified and that the police were pursuing the matter. The individual is not a resident of Salem.

The Trustees took one last look at the documents. They were very pleased with them, singling out the one sheet and the scripts in particular. On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the proposed Threat procedure and policy.

The Trustees asked how the information would be presented, and Ms. Baker said that it was going to be presented in small groups.

## *The Fourth order of Old Business was Policy Review*

The Trustees took up the 3 policy issues given out at the March meeting for review: Inclement Weather, Goals, and Compensatory time. The Trustees discussed each in great detail with the final decisions being reached for the Inclement Weather and Goals. Compensatory time was tabled until the next meeting.

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the proposed Inclement Weather policy as written.

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the proposed goals as presented.

## **NEW BUSINESS**

### *The first order of New Business was New Hire*

Ms. Baker reported that David Basora had been hired for the new Assistant Youth Services Librarian, starting June 3. David had worked at Manchester and most recently in Goffstown. He is in this month's issue of American Libraries as a mover and shaker, and is well respected in the GMILCS system. Kate reported that she had worked with him in Manchester and was wonderful, and that Salem would benefit greatly from his work here.

## **DIRECTOR'S REPORT**

The Trustees reviewed the printed report.

## **TRUSTEE MATTERS**

There were no Trustee Matters

## **PUBLIC MATTERS**

There were no Public Matters

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### **DATE AND TIME OF NEXT MEETING**

The Trustees set the date and time for the next meeting for June 17<sup>th</sup> at 5:30 PM at the library.

The meeting was adjourned at 6:29 PM.